

**Carver Select Board
Meeting Minutes
Carver Middle/High School Auditorium
60 South Meadow Road
May 4, 2021 – 6:00pm**

In Attendance: Chair Sarah Hewins, Vice-Chair Robert Belbin, Jen Bogart, Jim Hoffman, Mark Townsend, Interim Town Administrator Rick LaFond & Assistant Town Administrator Elaine Weston.

The chair led the Pledge of Allegiance and Belbin read the community prayer.

Citizens Participation: None

Townsend made a motion to take Police Department Swearing in out of order and go first, second by Belbin.

Vote 5-0

Police Department Swearing-In Ceremony:

Administrative Sergeant Sheri Sarmento promoted to Deputy Police Chief

Police Chief Marc Duphily gave a brief overview of Sarmento's Career and Town Clerk, Cara Dahill swore in Deputy Chief Sheri Sarmento. Sarmento was pinned by her brother.

Patrol Officers Glenn Gillan, Matthew Rayner and Detective William Kelly promoted to Sergeant.

Police Chief Marc Duphily gave a brief overview of each of their careers, Town Clerk, Cara Dahill swore in the Sergeants and they were pinned by their respective family members.

Board members congratulated all who were promoted.

Re-organization of the Board:

LaFond opened up the nominations for "Chair".

Motion by Hoffman to nominate Mark Townsend for Chair, second by Belbin.

Motion by Bogart to nominate Sarah Hewins for Chair, second by Hewins.

Hewins and Townsend gave a brief overview of their accomplishments and why they should be Chair.

Bogart questioned both Townsend & Hewins on what they feel they would contribute to help bring in the strongest candidates for the Full-Time Town Administrator.

Townsend stated that throughout his time on the Board he has and will continue to do so on helping make decisions for items on the agenda. He feels that he will review and carefully look at each candidate.

Hewins stated she has knowledge of the previous Town Administrator and along with the current one. She feels that knowing both, her knowledge can help with what the Town will need in a Town Administrator. It is important to know how Towns operate. As a Chair, she has made sure that the other Board members contribute and give them the opportunity to give their input.

Belbin stated last year he was favorable to Hewins being the Chair due to a decision Townsend had made. Belbin stated this was discussed and that he gave Hewins tips and suggestions of what to do. Belbin stated his reason for being favorable to Townsend as Chair this year is due to a response he did not care for from Hewins in regards to having an item put on the agenda in regards to the roles and responsibilities of the Chair.

Bogart noted that other towns use different systems of organizing their Board such as rotating Chair, Vice-Chair.

LaFond opened the vote on the first motion of Townsend for Chair.

Vote 3-2

Townsend thanks Hewins for her leadership on the Board.

Townsend opened up the nominations for "Vice-Chair".

Motion by Bogart to nominate Hoffman as "Vice-Chair".

Hoffman declined the nomination.

Motion by Hoffman to nominate Hewins as "Vice-Chair", second by Bogart.

Vote 4-1

Plymouth County Commissioner: Tom O'Brien to discuss the status of Cares Act funding for Carver:

Commissioner Tom O'Brien, Commissioner Wright & Commissioner Valanzola present. O'Brien noted Commissioner Hanley was unable to attend.

They came tonight to present check for \$182,079.88 to the Town. Commissioner Wright presented this check to Townsend.

O'Brien stated that the Town still has submissions that are under the reviewing process. The submission process is thorough and time consuming.

Commissioner Wright thanked the staff, Select Board and LaFond.

Commissioner Valanzola thanked the Town for their efforts and help, which has made this program successful. It has made the Commissioners' roles easier. The money that finds its way back to the Town of Carver and other communities is 3-5% more in the Plymouth County program rather than going directly through the state.

O'Brien hopes to see more checks be presented. He explained that this program is not over and runs through December 31, 2021. He thanked the Town of Carver for being the first unit to join the Plymouth OPEBB Trust and that there are now 29 units in total. He distributed a Trust Performance update to the Board.

Townsend thanked the Commissioners for coming out and stated that it is important that they are all on the same page. He asked O'Brien what the ARPA process is. O'Brien explained that this was approved in March and is waiting for the guidelines and process from the Federal Government which should be in the next two weeks. There are different types of programs for different type of needs.

Hoffman questioned that out of the last check, what was submitted and not approved.

O'Brien explained that the Town submitted \$194,429.33 and \$12,349.44 was ineligible due to the Federal Rules of the Cares Act.

There is no detailed breakdown that tells the Town what is declined.

LaFond thanked Finance Director, Meg LaMay and staff on their hard work for gathering thorough information for submission.

O'Brien thanked LaMay and explained that it was always a pleasure working with her and staff. He also wanted the Board to keep in mind that some communities are eligible to submit certain items depending on the community and the February submission is under review.

Hoffman asked if any of the Public Safety Chiefs have any questions for the Commissioners.

Chief Weston asked if he could have assistance prioritizing a packet that was submitted for reimbursement for the Public Safety Departments as it is important for the Fire, EMS & the Town.

O'Brien explained that they will make it a point in doing so. They recognize and value the Public Safety Officials.

Housing Authority Tenant Board Appointment – James Collins:

Motion to approve by Belbin, second by Hewins.

Vote 5-0

Old Colony Elderly Services Appointment – Constance Kelly:

Motion to approve by Hewins, second by Hoffman.

Vote 5-0

Capital Outlay Committee Appointment – Select Board Representative:

Hoffman interested in being nominated for this.

Motion by Belbin to nominate Hoffman, second by Hewins.

Vote 5-0

SRPEDD Commission appointment: Jim Walsh, Planning Board rep: Bruce Maki

Motion to appoint Jim Walsh & Bruce Maki by Hewins, second by Hoffman

Vote 5-0

Joint Transportation Planning Group rep. appointment: John Woods, Alternate: Christopher Vincent

Motion to appoint John Woods & Christopher Vincent by Belbin, second by Hewins.

Vote 5-0

Approval of outdoor dining for all dine-in restaurants, including section 12 (liquor) licensees until the Governor's Order is lifted:

Motion to approve by Hoffman, second by Hewins.

Vote 5-0

Discussion on Solar project on AD Makepeace land abutting Wareham:

Belbin stated that there has been a lot of talk about this and the Board should be keeping a close eye on the Conservation Commission. He stated that if there is an option to purchase something in order to protect the land, the Town should consider it.

Hewins stated that this is a very complex project and that the Town of Plymouth & Town of Carver and their Boards have permitted the project. She stated it would have to be part of the Master Plan to purchase the land. She stated it is not the Board's job to tell the Conservation Commission & Earth Removal Committee what to do.

Brief discussion on formal evaluation process for Interim Town Administrator (ITA). Vote will be only to approve the formal evaluation form. Evaluations will be filled out and submitted to Assistant Town Administrator by Friday May 14, 2021 so that they can be discussed and the ITA's evaluation can be summarized at the June 1, 2021 Select Board Meeting:

Hewins stated Hoffman had watched the School Committee Meeting on their process for superintendent. The form the Board is using has a lot of the same categories, but wanted Hoffman's point to be shown.

Hoffman stated he sent out that e-mail before seeing what the process was for this.

Belbin stated he would like the evaluations to go through the Chair rather than the Assistant Town Administrator.

Hewins would like to keep this out of the Boards hands so that there are no political issues.

Townsend likes the idea of having a third party involved. He would like to have the goals & objectives incorporated into this form as well.

Bogart wanted clarification on this process and Townsend explained that Weston will send out the goals & objectives, the Board will fill out and discuss with LaFond and then return the forms to Weston.

Discussion and possible vote: Add an additional Select Board Member and/or the Operations & Maintenance Director to the Refuse Disposal District:

Belbin stated that since Marion has left and a few members have left, they are down to four people. They need to figure out a way to manage the district when it comes to equipment and money. They have consolidated some equipment and were able to sell it. As of right now the Town of Carver has a member with a term expiring 6/30/21 and Wareham has the majority of representatives.

Hoffman questioned Belbin if he has spoken to the Operations & Maintenance Director if he would be interested.

Belbin explained that he has not, but wanted to throw that idea out there. He would like to see at least two members per Town.

LaFond agrees with Belbin and explained that there are a lot of details that are involved that will need to be dealt with. He will check with the Operations & Maintenance Department on this idea.

Belbin explained that this District meets the last Wednesday of the month and mentioned Jeff Osuch who is the Director, has great knowledge and would be happy to help in any way.

Discussion on a possible community yard sale:

Bogart stated that she would like to see this done in Carver. She is familiar with the process being used in Rutland. They use a registration form and you can choose to have yours on a Town spot or at your own house. A few days before the yard sale you can have a Town yard sale sign be put up. A master list is created with a map and addresses that residents can follow. She would like to propose a simpler version for Carver to start.

Residents can submit a form with their address and explain what they would be selling. This can be advertised locally.

Belbin agrees that is a great idea. He had a concern of people cleaning up after themselves.

Hoffman stated that he liked this idea and that it would bring the community together with high spirits.

Hewins also thinks this a good idea and believes that Plympton does this already and we might want to ask them on their process.

Townsend would like LaFond to contact our Public Safety Officials and make sure there are no conflicts on specific dates.

Town Administrator Update:

- Cares Act Update
Carver is awaiting more checks for reimbursement and was pleased at the response from the Commissioners.
- Plymouth Street Water Line Update
The Town has awarded the lowest bidder and the contract shall be executed after Town Counsel review.
- The Veteran's agent announced there will be a Memorial Day Parade this year.

Hoffman questioned LaFond on the status of the curb stops that were mentioned at a previous meeting, is this still the plan? LaFond confirmed this is still the plan.

LaFond explained that the next step is the hooking up of the homes and that Board of Health is contacting the residents on who would like to be hooked up.

Hewins stated she had met with LaFond and Dave Siedentopf, Operations & Maintenance Director to create a grant.

Belbin would like to be updated on the dates when the community meeting will be held and that residents will be notified by mail. He also would like a copy of the grant information that Hewins mentioned.

Hewins explained that the grant is online for review and once she receives further information, she would be happy to supply it.

Request for nine (9) additional Automatic Amusement Devices: NGR Cape Cod, LLC dba Yogi Bear's Jellystone Park Camp-Resort: Cranberry Acres:

Motion to approve by Belbin, second by Hoffman

Vote 5-0

Request to use Shurtleff Park: CAPT PAL Preschool for 5/28/2021 at 10:30AM

Motion to approve by Belbin, second by Hoffman.

Next Meeting: 5/18/2021

Minutes of 4/6/21:

Bogart would like these to be tabled as she had sent Weston some changes and would like watch the video again. Belbin also mentioned he had some changes to be made.

Minutes of 4/20/21:

Motion to approve by Belbin, second by Hoffman

Vote 5-0

Select Board Community Announcements:

Hewins thanked everyone who voted in the Town election and that every vote matters.

Belbin thanked Finance Director, Meg LaMay for her service to the Town. He wishes her good luck on her future endeavors. He would like to everyone to keep continuing on being safe and continue to wear masks.

Hoffman thanked everyone who came out for the election and including to those who ran, it takes a lot to put yourself out there. Also, the 7th Annual Kane Strong Gold outing is May 15, 2021 and are still accepting raffles until May 14, 2021.

Townsend thanked everyone who came out to vote and appreciates all who was involved. Town Clerk, her employees, poll workers, police detail officers & public safety who helped to make this successful.

Select Board Notes: Bogart

1. Master List of the public walking paths/trails in town that could be distributed to seniors.
She would like this to be available to everyone including seniors. A list that includes paved paths and other safe appropriate places.
2. Re-opening of the Council on Aging.
Since there are new guidelines that Governor Baker has released she would like to see an update on this.
LaFond stated that he is working with the Council on Aging Director and the Board of Health on an appropriate soft opening. There is a plan being formulated and hopes to have more information at the end of the month.

Motion by Belbin to go into Executive Session at 7:45pm: In accordance with MGL Chapter 30A §21 (3) to discuss strategy with respect to collective bargaining negotiations with unions:

(Operations & Maintenance) that may have a detrimental effect on the bargaining position of the Town if held in open session, and not to reconvene in open session, second by Hoffman.

Roll call – affirmative: Hewins, Bogart, Hoffman, Belbin, Townsend